

**From:** Timperi, Ralph (DPH)  
**Sent:** Thursday, October 09, 2003 2:34 PM  
**To:** Belanger, Peter (DPH); Borne, Alan (DPH); Caloggero, Dina (DPH); Cormier, Carol (DPH); Elvin, Paul (DPH); George, Harvey (DPH); Grazioplene, Mariah (DPH); Kopec, Leo (DPH); McCarthy, Kevin (DPH); Nassif, Julianne (DPH); Peppe, Joseph (DPH); Pribeck, Kristen (DPH); Slutsky, Alex (DPH); Smole, Sandra (DPH); Werner, Barbara (DPH)  
**Subject:** FW: HR Consolidation Update

FYI

---Original Message-----

**From:** Jerome, Lana (MRC)  
**Sent:** Thursday, October 09, 2003 1:55 PM  
**To:** 'Fleckner, Marianne (DPH)'; Lang, Ian (DPH); McCauley, Philip (DPH); Sanzone, Raymond (DPH); Dould, Philip (DPH); Molleur, Blake (DPH); Romary, Paul; Timperi, Ralph (DPH)  
**Subject:** FW: HR Consolidation Update

FYI - This email just went to all HR staff in the Health cluster. It is the first update HR staff have received since the bid process and we plan to send periodic emails out to keep them apprised of the HR consolidation efforts. Please let me know if you have any questions.

---Original Message-----

**From:** Jerome, Lana (MRC)  
**Sent:** Thursday, October 09, 2003 1:34 PM  
**To:** EOHHS-DL-HLTH-All HR Staff  
**Cc:** McCue, Jeffrey (EHS)  
**Subject:** HR Consolidation Update

Dear Health HR staff:

For starters, let me take this opportunity to introduce myself to you. I am Lana Jerome, the Human Resources Director for the Office of Health, EOHHS. Over the last couple of months I have had the pleasure of meeting many of you at the informational sessions or at other meetings, and I am truly looking forward to working with all of you as we gear up for the implementation of the Health Cluster.

I also want to thank you for your cooperation in responding to the critical timelines associated with the HR bid process. We are delighted that you have chosen to be part of the Health HR Team! A total of 41 Health HR employees received their first choice in positions. Regrettably, not everyone could receive their most desired location or functional unit. We are currently exploring ways in which we might offer transfer/reassignment opportunities where vacancies may exist, so please look for more information on that shortly.

I am also pleased to announce that we have finalized the management selections and I can't tell you how impressed I am with the management team we have pulled together for the Health Cluster! They are as follows:

Director of Employment and Staffing: Maryellen Lasala

Employment Services Manager, Central Office: Andrea Mitchell  
Employment Services Manager, Western Mass: Jim Duggan  
Employment Services Manager, Central Mass: Vacant - (Mike Bogosian will serve in this capacity until a replacement is identified)  
Employment Services Manager, North East: Susan Stanewick  
Employment Services Manager, Metro Suburban: Donna Shetler  
Employment Services Manager, Canton Mass. Hospital School: Gene Rivers  
Employment Services Manager, Metro Boston: Greg Guba  
Employment Services Manager, Southeast: Trish Cobb

Director of Labor Relations: Brian Devin

Labor Relations Specialist: Peter Schur  
Labor Relations Specialist: Marianne Dill  
Labor Relations Specialist: Jen Foley  
Labor Relations Specialist: Nancy DePaul  
Labor Relations Specialist: Mike Bogosian  
Labor Relations Specialist: Deb Crory

Your Employment Services Manager will be in touch with you shortly to begin discussions relative to your new assignment. If you are currently not located in the worksite you received, you will be invited to arrange a visit to get to know your co-workers and try out your new commute. The space for the Metro Boston Area is still under discussion but should be resolved fairly soon. As of right now, the projected timeframe for the full Health rollout is December 1, 2003. Some sites may merge prior to this date and staff assignments will need to be synchronized.

Plans for training are currently underway. Training is expected to occur November 12<sup>th</sup> through November 22<sup>nd</sup>, wrapping up before the Thanksgiving week. All Health HR staff will be required to attend the orientation, which is two days in duration. I will be able to provide more information on this in the next few weeks.

Although the consolidation is going to mean changing the way we conduct business or where we conduct this business from and for whom, we are excited about the possibilities and the challenges before us! Over the past several months HR Director's from the EOHHS agencies have been developing Standard Operating Procedures for the Cluster HR Operations. Additionally, we have had the opportunity to identify "best practices" within these agencies. The most exciting news is that we have identified several IT systems/databases we believe will help us improve efficiencies, increase responsiveness and in general make the collection and reporting of data much easier. With all of these tools, and your expertise, we will soon be able to implement consistent procedures and practices across all EOHHS agencies. Can you imagine?

This is truly a very exciting time for all of us. Even with all this excitement, we know that you still have questions and concerns. Yesterday, I was at a meeting with a few HR / Payroll employees from Tewksbury State Hospital and we talked a little bit about how important it is for us to communicate with you on a regular basis around the consolidation. We'd like to be able to answer your questions. There may be some questions we can't answer yet. Some practices will need to be tried; some may need to be changed. We are prepared to do whatever it takes to make this venture a success - and we need your help and input to get us there. Towards that end, I invite you to email questions you may have regarding the consolidation to the attention of Claire Chadelaine (DMH). We will try to respond to as many of these as we can in regular updates to all Health HR Staff.

Thank you for your attention to this email and for your continued hard work and dedication!

Lana L. Jerome  
Director of Human Resources  
Office of Health